

**CITY OF BELMONT**  
**PLANNING COMMISSION MEETING**  
**SUMMARY MINUTES**

**TUESDAY, OCTOBER 20, 2015 - 7:00 PM**

Chair Kim called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

**1. ROLL CALL**

Commissioners Present: Kim, Hurt, Mates, Simpson, McCune, MacDonald, Goldfarb  
Commissioners Absent: None

Staff Present: Community Development Director de Melo, City Attorney Rennie, Senior Planner DiDonato, Associate Planner Gill, Recording Secretary Turning

**2. COMMUNITY FORUM** - No requests to speak on this item were received

**3. COMMISSION ANNOUNCEMENT/AGENDA AMENDMENTS**

**Commissioner Goldfarb attended the Belmont Village Specific Plan Workshop and noted it was a well attended meeting with great ideas and input from the community.**

**Vice Chair Hurt mentioned an article from HIP Housing regarding long term housing solutions v/s short term housing rentals.**

City Council Meeting of October 27, 2015

Liaison: Chair Kim

Alternate Liaison: Commissioner Simpson

**4. CONSENT CALENDAR**

**September 15, 2015 Meeting Minutes were moved to the November 2, 2015 Planning Commission Agenda**

**August 18, 2015 Planning Commission Meeting Minutes Approved by show of hands 5/0/2 (Commissioners Goldfarb and MacDonald Abstained)**

**September 1, 2015 Planning Commission Meeting Minutes – Approved by show of hands 7/0**

**5. PUBLIC HEARINGS**

**5A. PUBLIC HEARING - 1221 Elmer Street**

To consider a Single Family Design Review to construct a 1,177 square foot addition to the existing 1,471 square foot single-family residence, and a 305 square foot detached garage. The proposal will result in a total of 2,953 square feet for the site/dwelling.

(Appl. No. PA2015-0040)

APN: 040-334-180; Zoned: R-1C – Single Family Residential

CEQA Status: Categorically Exempt, Section 15301, Class 1(e) (2)  
APPLICANT/OWNER: Juan A. Guerrero  
PROJECT PLANNER: Rob Gill, (650) 598-4204, [rgill@belmont.gov](mailto:rgill@belmont.gov)

Chair Kim asked the Commission if anyone had ex-parte communications on this project. Several Commissioners had visited the site, however no conclusions were made.

Associate Planner Gill summarized the report answering questions of the Commission.

**Motion by Commissioner McCune seconded by Commissioner Mates to open the Public Hearing.**

**Motion passed by show of hands: 7/0**

**Applicant, Guerrero answered questions of the Commission**

**Motion by Commissioner McCune seconded by Commissioner Simpson to close the Public Hearing**

**Motion passed by show of hands 7/0**

**Discussion ensued**

**MOTION by: Commissioner Hurt seconded by Commissioner Simpson to move the Resolution of the Planning Commission of the City of Belmont Approving a Single Family Design Review at 1221 Elmer Street (Appl. No 2015-0040) *with the additional condition that the applicant work with staff on a landscape plan to include a street tree in the front yard.***

**Ayes: Hurt, Simpson, Goldfarb, Mates, McCune, MacDonald, Kim**

**Noes: None**

**Motion passed 7/0**

Chair Kim noted that this item can be appealed within 10 calendar days.

#### **5B. PUBLIC HEARING – 856 Old County Road**

To consider a Conditional Use Permit to allow an ancillary animal care use (Homeless Cat Network) within an existing commercial office building. (Appl. No. 2015-0039)

APN: 040-311--040; Zoned: C-4 (Service Commercial)

CEQA Status: Categorically Exempt, Section 15301, Class 1 (e) (2)

APPLICANT: Homeless Cat Network

OWNER: Ed and Sherrie Connor

PROJECT PLANNER: Damon DiDonato, (650) 637-2908, [ddidonato@belmont.gov](mailto:ddidonato@belmont.gov)

Chair Kim asked the Commission if anyone had ex-parte communications on this project. Several Commissioners had visited the site however no conclusions were made.

Senior Planner DiDonato summarized the report answering questions of the Commission.

**Motion by Commissioner MacDonald seconded by Commissioner Hurt to open the Public Hearing.**

**Motion passed by show of hands: 7/0**

Representatives from the Cat Network, Melissa Homfield and Jim Wench provided background information related to the project and answered questions of the Commission.

**Motion by Commissioner Mates seconded by Commissioner MacDonald to Close the Public Hearing.**

**Motion passed by show of hands 7/0**

Discussion ensued

**MOTION by: Commissioner Mates seconded by Commissioner MacDonald to move the Resolution of the Planning Commission of the City of Belmont Approving a Conditional Use Permit to Allow Animal Care for Cats (In Association with an Office Use) at 856 Old County Road (PA2015-0039)**

**Ayes: Mates, McDonald, Simpson, McCune, Goldfarb, Hurt, Kim**

**Noes: None**

**Motion passed 7/0**

Chair Kim noted that this item can be appealed within 10 calendar days.

#### **5C. PUBLIC HEARING – Zoning Text Amendments**

To consider an amendment to Section 5.4.2.g (C-3 – Highway Commercial District – Conditional Uses) of the City of Belmont Zoning Ordinance expressly allowing “hotels” within the list of conditionally permitted uses in this district.

(Appl. No. 2015-0048)

APPLICANT: City of Belmont

PROJECT PLANNER: Carlos de Melo, (650) 595-7440, [cdemelo@belmont.gov](mailto:cdemelo@belmont.gov)

Community Development Director de Melo summarized the report answering questions of the Commission.

Chair Kim noted there was no one in the audience and there were no requests to speak on the item.

**Discussion ensued**

**MOTION by: Commissioner McCune seconded by Commissioner Mates to move the Resolution of the Planning Commission of the City of Belmont Approving a Resolution of the Planning Commission of the City of Belmont Recommending to the City Council Amendments to Belmont Zoning Ordinance (Ordinance No. 360) Section 5.4.2 (G) Regarding Motel/hotel Uses in the C-3 – Highway Commercial Zoning District**

**Ayes: McCune, Mates, Goldfarb, Simpson, MacDonald, Hurt, Kim**

**Noes: None**

**Motion passed: 7/0**

**5. ADJOURNMENT: Meeting Adjourned at 9:08 pm.**

Adjournment To: MONDAY, November 2, 2015-7:00 PM for a Planning Commission Meeting at the Belmont City Hall.

Information on the applications to be considered at this meeting may be obtained from the City of Belmont Planning Division, One Twin Pines Lane, Suite # 110, CA, 94002, 650/595-7417. This meeting will be televised and webstreamed. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact: 650-637-2999. Notification in advance of the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting.